

Application Submittal Requirements for After-the-Fact Building Permits

[After-the-Fact = structure already constructed, typically without permits]

The following items will be required and must accompany any application for an “as-built” or after-the-fact permit:

1. A completed Application for Construction.
2. A site plan, drawn to scale, per Placer County guidelines.
3. A floor plan, drawn to scale, of the as-built structure or as-built additions to an existing structure.
4. A letter from a licensed architect or engineer, wet stamped and signed, stating that ALL work completed on this structure without benefit of permits conforms to current codes and structural requirements.

THE LETTER **MUST** SPECIFICALLY IDENTIFY AND CERTIFY THE FOLLOWING ITEMS:

- The foundation, including concrete retaining walls 4’ in height or higher supporting structures or retaining earth located within 5’ of the structure;
 - The entire lateral of the structure
 - Floor framing
 - Wall framing
 - Roof framing and roof diaphragm
5. Cross sections of construction, drawn to scale, to verify material types and headroom height.
 6. A letter from a licensed electrical contractor [*if applicable*] stating that all electrical work completed on this structure conforms to current electrical code and Placer County requirements.
 7. A letter from a licensed plumbing contractor [*if applicable*] stating that all plumbing work completed on this structure conforms to current plumbing code and Placer County requirements.
 8. A letter from a licensed mechanical contractor [*if applicable*] stating that all mechanical work completed on this structure conforms to current mechanical code and Placer County requirements.
 9. A Energy report prepared by a licensed Energy Designer [*if applicable*] demonstrating that the structure meets current energy efficiency codes as mandated by the State of California.
 10. Wall coverings may be required to be removed for inspection to verify construction.

An on-call Building Inspector or Technician is available to answer questions at our front counter between 8-4:30 Monday, Tuesday, Thursday and Friday and between 9-4:30 on Wednesdays or by calling (530) 745-3150. **Applications for as-built structures are not approved over-the-counter.** Timelines for the completion of plan check varies depending on the volume of applications in process.

Payment of traffic mitigation fees, sewer connection fees, encroachment permit fees, fire mitigation fees and school developer fees may be required. You will be provided with information regarding payment of these fees prior to the issuance of an as-built permit.

All applicable building permit and review fees charged at current rates shall be paid prior to any permit being issued.